



# YOUTH SPORTS HANDBOOK



CREATING COMMUNITY  
CONNECTIONS



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# DEAR PARENTS & GUARDIANS

Thank you for signing up to participate in a Liberty Parks & Rec (LPR) sports program. As the parent or guardian of a participant in one of our many youth programs, we consider you very important. The City of Liberty strives to give all those who participate in our programs the best experience possible. In order to do this, we feel it is necessary to establish specific objectives that apply to all sports programs. The objectives we have set forth for our youth sports programs are as follows:

- Strive to provide enjoyment for the participants, coaches and parents
- Contribute to the mental, emotional, physical and social development of the children
- Foster character by teaching participants how to win and how to accept defeat, while continually placing emphasis on fun, sportsmanship and fair play
- Provide an opportunity for parents and children to participate in a common leisure activity
- Create a positive learning environment for all those involved
- Provide all children, regardless of skill level, the right to participate as a child with competent, caring adult leadership and guidance
- Treat all children, parents, coaches and staff members with respect and dignity

By clearly outlining these objectives, we hope you, as parents/guardians, will help us achieve these objectives. We strive to provide a safe environment and positive learning experience for all participants. It should be the common goal of staff, officials, parents, spectators, and coaches that participants learn the fundamental skills of sport while making the experience fun and exciting for everyone.

Thank you once again for giving Liberty Parks and Rec the opportunity to serve you and your child. We look forward to building relationships with our community!

Sincerely,  
LPR Sports Staff

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# YOUTH SCHOLARSHIPS

The Liberty Parks & Rec Foundation funds a scholarship program for kids and families supporting Parks & Rec programs and youth sports. Liberty Parks & Rec sports programs provide our kids the opportunity to play, shape life values, and interact socially, all in a safe and encouraging environment.

## Activity Eligibility

**Group programs for youth, recreational activities, and enrichment/wellness programs** offered by the Liberty Parks & Rec are eligible.

- **1 child is eligible for a scholarship 3 times a year, once per season.**
- Programs offered in partnership with other organizations may not be eligible.

## Application Process

- Pick up an application form at the Liberty Community Center or download online: [www.libertymissouri.gov/Scholarships](http://www.libertymissouri.gov/Scholarships)
- Provide all the following documentation:
  - **School's free or reduced lunch approval letter for the current school year**
  - **Copy of child's birth certificate** (If the child's last name is different from applicants or court documentation showing legal guardianship)
- Upon registration, please provide payment, checks and money orders should be payable to: **Liberty Parks & Rec (No Cash)**
- Deliver or mail all documentation to the Liberty Community Center 1600 S. Withers Road, Liberty, MO 64068

*Application information will be used only for the youth scholarships approval process. Strict confidentiality will be maintained at all times. Program leaders will not be informed of a participant's scholarship status.*

**“No one  
turned away  
due to inability  
to pay.”**







# WEATHER POLICY

The safety of our patrons is important to us, and we will make every effort to keep you informed of facility closures and program cancellations due to weather.

Updates on the status of LPR programs, services and facilities will be available through LPR Rainout Line, Facebook or Twitter from the City of Liberty, LPR website or by contacting the Welcome Desk at the Liberty Community Center.



- **Rainout Line Phone Number:** 816.735.4700
- **Rainout Line Website:** <http://rainoutline.com/search/dnis/8167354700>  
**Download the FREE APP** for instant notification of any cancellations due to weather.
- **Website:** [www.libertymissouri.gov/LPR](http://www.libertymissouri.gov/LPR)
- **Liberty Community Center:** 816.439.4360

\*Cancellation decisions will be made by 3:30 PM on weekdays, and 2 hours prior to programs starting on weekends. LPR will only update rainout line for games, while practice decisions are left up to the team coach (unless specified by Liberty Public Schools). Cancellations that must be made during a program will be made on site and updated on the rainout line.



## Schools Closed

When adverse weather conditions cause the closing of the Liberty Public School District, all programs facilitated at those locations in the district will be cancelled. The Liberty Community Center will remain open during regular hours and operate as a warming center unless weather conditions are severe to the point of closing the facility.

# Classes & Activities

## Indoor Activities at the Liberty Community Center or the Liberty School District

- **Programs held weekdays between 5 - 8 a.m.,** a decision will be made by 9:30 p.m. the previous evening.
- **Programs held weekdays between 8 a.m. - 12 p.m.,** a decision will be made by 7 a.m. the day of the activity.
- **Programs held weekdays between 12 - 3 p.m.,** a decision will be made by 11 a.m. the day of the activity.
- **Programs held weekdays between 3 - 10 p.m.,** a decision will be made by 2 p.m. the day of the activity.
- **Programs held on Saturday,** a decision will be made by 8:30 p.m. the previous evening.
- **Programs held on Sunday,** a decision will be made by 8:30 p.m. the previous evening.



## Outdoor Activities at the Fountain Bluff Sports Complex, local city parks or the Liberty School District

- **Weekday Programs:** a decision will be made two hours prior to the start of the program. **The rainout line will be updated by 3 p.m.**
- **Weekend Programs:** a decision will be made two hours prior to the start of the program. **The rainout line will be updated two hours prior to the start of the program.**



# SPORTS LEAGUE INFO

## Coaching

All head coaches and assistant coaches must submit a background check each year in order to coach. One coach who has been background checked must be present at every practice. If neither background checked coach can make it, the practice will be canceled.

## Practices

Practices should be fun and informative. The skills we teach them in practice should transpire in games.

## League Schedule

All sports league schedules can be found online through TeamSideline. Schedules are live online 2 weeks before the first games begin. With inclement weather occurring during outdoor sports, we recommend that you do not print out a schedule, as they are subject to change. All games canceled due to rainouts will be rescheduled within two business days after the rainout occurs.

- **Team Sideline Website:**  
**[www.teamsideline.com/liberty](http://www.teamsideline.com/liberty)**  
(TeamSideline provides a free app that you can download on to any tablet or mobile device)

## Equipment

In all recreational level sports leagues, coaches will be given equipment at the coach meeting prior to the season. This equipment is not mandatory to be used, but is provided in case additional equipment is needed by the team. All equipment must be turned in at the conclusion of the season.



## Games

Game schedules will be posted on each league website at least one week prior to games starting. Make up games will be updated on the site with 2 business days after the cancellation.

## Activities on School Property

Everyone must follow policies set by the Liberty School District when on school property. We rent the school facilities to host our leagues, so we expect to leave the gyms how we found them.

## Unsportsmanlike Conduct

Unsportsmanlike conduct will not be tolerated at any time from players, coaches, parents, officials, or spectators. Continuous unsportsmanlike conduct will result in a suspension from the league.

## Team Photos

Dice Photography is in charge of handling all Liberty Parks and Rec sports photos. Any questions in regards to photos need to be directed toward David Dice. Phone: 816-781-2956 or Email: [staff@dicephoto.com](mailto:staff@dicephoto.com)

## Officiating

Officials for the recreational level sports leagues will be provided by Liberty Sports Officials.

Any issues that may arise during a game will need to be brought to the Sports Coordinators attention. As a reminder, the officials are human and may make mistakes. They have the best interest of the participants at heart.



# GENERIC RULES FOR ALL SPORTS



## Uniforms

- LPR provided uniform shirt must be worn to participate in league games.
- All Competitive teams will provide their own uniforms unless specified differently.
- Non-marking tennis shoes must be worn indoors.
- Rubber cleats may be worn for outdoor activities. Metal cleats are up to the leagues discretion.
- Players should not wear any jewelry while playing. Also any object/material/cast should not be worn with sharp edges or hard surfaces



## Game Scores & Standings

- All recreational leagues will keep track of scores during the game only. No scores will be shown on the schedule.
- All competitive leagues will keep track of scores during the game and will transpose those scores online for standings.
- Standings will not be tracked for any leagues except competitive level leagues.



## Participant Playing Time

- Every player must play at least 50% in every game in all recreational leagues.
- Player's practice attendance will not affect playing time in the recreational league. However, we strongly recommend that all players participate in practice.
- Competitive league players playing time is up to the coaches discretion.



## Coaching Sportsmanship

- All coaches are required to meet with officials prior to start of game and shake hands.
- All players are required to line up and shake hands at the conclusion of the game.



## Spectator Sportsmanship

- All spectators are expected to cheer for their team in a respectful and sportsmanlike manner.
- Any spectator behaving in an unacceptable manner will be asked to leave by either the official or League Supervisor.



# SPORTSMANSHIP PROGRAM

LPR is joining numerous other departments who have implemented sportsmanship as a focus in their youth sports programs. This helps LPR ensure that sports and sporting events are safe, empowering environments for our students to play and grow. Movement in this direction is supported by our department's core values as LPR works to build healthy relationships and lifestyles.

After each game, both coaches will choose an opposing player whose behavior met or exceeded the sportsmanship expectation of LPR. In doing so, the coach will hand the player an **LPR Sportsmanship coin** for exemplifying this behavior during the game. This coin can be used at Liberty B&B Theaters to redeem a small popcorn.

## Core Values (LPR C.A.R.E.S)



- C**ommunity Health & Wellness
- A**ccountability to our community and patrons
- R**esource respect, efficiency & development
- E**ngaged & effective government & citizenry
- S**tewards of the cultural & natural environment



We ask that each player take the sportsmanship pledge before the beginning of the season. Not only do we hold our participants to a high standard, but we also expect this from coaches, parents, and fans alike.

## SPORTSMANSHIP PLEDGE

I will play hard, I will play fair.  
I will play by the rules, and always be aware.  
I will respect the other team and their coaches and fans too.  
I will respect the umpires and referees, and their entire crew.  
I will be a good sport, win or lose. No bad behavior, no excuse.  
I will show sportsmanship throughout, and my positive attitude will stand out.  
I will strive to become elite. I will strive to become a class athlete!

# LPR CODE OF CONDUCT

The Code of Conduct will be enforced before, during, and after all league and tournament play. All rules will be strictly enforced. The term **“individual”** includes the following:

- Coach
- Manager
- Player
- Fan
- Parent
- Spectator

A team is responsible for the conduct of its individual players and spectators. Misconduct will result in the penalty of an individual and/or team for all City leagues and tournaments. The term **“official”** includes the following:

- Umpire
- Scorekeeper
- Field supervisor
- Administrative City Staff

Any encouragement of unsportsmanlike conduct will result in an automatic suspension from game and will also result in a meeting with administrative city staff.

## DISCIPLINARY PROCEDURES

1

### First Offense

A meeting will take place with all involved parties (Player, Parent, Coach, Director and if necessary the LPR youth sports programmer) to discuss the issue and ultimate resolution.

2

### Second Offense

A two-week suspension from all team activities will be enforced for all involved

3

### Third Offense

The person(s) in violation will be suspended from any team involvement for the remainder of the current season.

Any future return to play/involvement will not be guaranteed but will be granted if reconciliation can be reached.

Involvement will then be granted on a probationary basis. Any violation during that time may result in dismissal from LPR coaching.

*\*If an offense is severe in nature, LPR reserves the right to move directly to the consequences of the second or third offense after which a meeting may take place.*





## As a LPR Player, I:

- understand that my actions, good and bad, reflect directly not only on myself but also on the team, and LPR. A team and the LPR youth sports program reputation is built on behavior, courtesy, sportsmanship and playing ability
- will exhibit proper behavior, fair play, respect and sportsmanship towards all parties at every practice, game, tournament or at any related events. I will also encourage this behavior from my teammates, coaches, officials, parents and supporters.
- I will make a personal commitment to achieve academic success in the classroom to the best of my abilities
- will not engage in physical or verbal confrontations with players, coaches, officials or fans before, during or after practices and games
- will be humble, generous and gracious in victory; courteous and dignified in defeat
- be on time and attend all practices and games
- will wear my uniform in a proper and complete fashion; jerseys tucked in
- will participate with focus and commitment at all practices and games
- will inform the coach or team administrator if I will be late for, or unable to attend a practice or game
- will inform my coach or team administrator immediately of any injury
- will never leave a practice or game without the permission of my coach
- will practice on my own
- will abide by the rules, policies and procedures of the LPR youth sports program
- understand that the amount of playing time I receive in games will be based on my punctuality, attitude and practice/game cooperation. I know that I may receive more or less playing time than my teammates and a minimum playing time is guaranteed (*The coach will make every effort to provide 50% playing time during each half for all players*)
- will never use a controlled substance (drugs), tobacco products or drink alcoholic beverages for recreational purposes. Proven substance use and/or possession are cause for immediate dismissal from LPR
- will approach the coach first (with parent in attendance if necessary) regarding any sports program related concerns or questions
- **I have read and fully understand the LPR code of conduct as it pertains to my participation in the LPR youth sports program.**



## As a LPR Parent or Family Member, I:

- understand that I am a role model and I am accountable for my actions and must lead by example
- understand that my actions, good and bad, reflect directly not only on myself but also on the team, and the LPR department. A team and LPR sports program reputation is built on behavior, courtesy, sportsmanship and playing ability
- understand that verbally abusing players, coaches, officials, spectators, or opponents is unacceptable
- will respect my coaches' time by being on time to drop off or pick up players for all practices and games
- will not coach, criticize, confront, argue with or make negative comments intended for players, opponents, coaches, officials, or other spectators. Sideline comments at practices and games should always be positive
- will support the coach and refrain from making inappropriate comments in front of my children as they will carry that attitude onto the game
- will encourage my child (with parent in attendance) to discuss sports related issues with the coach
- will discuss constructive concerns regarding the coach, players or LPR policies first with the coach, then if needed, with the LPR Youth Sports Programmer of their age group and finally, with the LPR Youth Sports Coordinator
- understand that the amount of playing time my child receives in games will be based on their punctuality, attitude and practice/game cooperation. I know that they may receive more or less playing time than their teammates and a minimum playing time is guaranteed (The coach will make every effort to provide 50% playing time during each half for all players that adhere to this commitment)
- will abide by the rules, policies and procedures of the LPR youth sports program
- understand that it is a privilege to watch my child participate as a member of LPR, and that privilege can be suspended if my behavior is found to be inconsistent with the expected, acceptable behavior
- will use the 24 Hour Rule when I am concerned about sports program related issues that require me to talk with the coach. 24 Hour Rule: If a parent is unhappy with an issue regarding their child or team, LPR strongly recommends waiting 24 hours to discuss the issue. Cooler heads are inevitably more productive.
- **\* I have read and fully understand the LPR Parent & family code of conduct as it pertains to my family's participation in LPR Youth Sports.**





## As a Liberty Parks & Rec Coach, I:

- understand that I am a role model and must lead by example. I set the standard for acceptable behavior by exhibiting exemplary behavior at all times
- will dress appropriately wearing my provided coach shirt at all games.
- will exhibit proper behavior, fair play, respect and sportsmanship towards all parties at every practice, game, or at any related events
- understand that my actions, good and bad, reflect directly not only on myself but also on the team, and LPR. A team and the LPR reputation is built on behavior, courtesy, sportsmanship and playing ability
- understand that my first priority is the safety of the players assigned to my team. I will be on time for practices and games and will not leave an event, game or practice site until all of my team's players are with their responsible guardian or parent
- will maintain a clean well-kept appearance at all times while representing my team
- will be enthusiastic with all players, motivating and encouraging them through positive reinforcement
- will abide by the rules, policies and procedures of the LPR youth sports program
- understand that I am responsible for the proper behavior and conduct of my assistant coaches as well as my players, parents and supporters
- understand that all interactions with officials must be courteous and I am expected to display the proper respect when communicating with any official
- understand that the use of profanity or vulgar language is unacceptable
- will be humble, generous and gracious in victory; courteous and dignified in defeat
- will provide a well-organized, fun, safe and disciplined practice environment
- will inform the team administrator if I will be late for, or unable to attend, a practice or game. If this occurs the approved assistant coach will take over until I arrive
- will ensure that all players wear their uniforms in a proper and complete fashion; jerseys tucked into their shorts
- will be responsible for cleaning up the bench area after practices and games
- will provide cooperation to coaches within my team's age group and LPR
- will never encourage or tolerate the use of controlled substances (drugs); or the abuse of tobacco and alcohol
- **I have read and fully understand the LPR Coaches Code of Conduct as it pertains to my participation in the LPR Youth Sports Program.**





# VOLUNTEER BACKGROUND CHECK POLICY

To Our Valued Volunteer Coaches,

In order to protect all the youth participants in Liberty Parks & Rec (LPR), we require every volunteer Head Coach and Assistant Coach in our youth sports programs to complete and pass a background check. LPR will follow the National Recreation and Parks Background Check standards.

- Each team will consist of one Head Coach and one Assistant Coach
- At least one of these approved coaches must be present at every practice
  - If one of the approved coaches cannot be present for practice, the team will not be allowed to practice
- The team may play a game without an approved coach present as LPR will provide a supervisor at all games
- In the case a team does not have any parents volunteer to assistant coach, the team cannot practice without the approved Head Coach present

LPR will be responsible for submitting all background checks and paying for them. The coaches will be responsible for filling out the background check online before they will be allowed to begin coaching the team.

- If a coach does not pass the background check, they will not be allowed to coach the team.
- Roster information with player and parent contact information will not be provided to a coach until they have been approved
- A Head Coach or Assistant Coach also must attend the coaches meeting with prior approval on the background check

These standards are set by LPR for all volunteer coaches in order to keep the youth participants safe at all times.

Sincerely,  
LPR Staff



# COACHING EXPECTATIONS

1. Make the recreation activity fun for everyone. It is a **GAME** and we want everyone to have fun playing.
2. Respect the rules of the game and those enforcing the rules. Be accepting of the official's decisions and calls. Concentrate on coaching the techniques and skills to the kids, not what the official is calling. They are human and will make some mistakes on their calls but be respectful of their calls as they are trying to do their best.
3. Be early and organized for all practices and games. If you cannot make a practice or a game, communicate to the parents of a practice cancellation or have another parent fill in for that practice or game.
4. Call, text or e-mail all your players parents within two days of receiving your team roster to let them know when practices will be.
5. Prepare for each practice and game. Have an organized practice plan for each practice.
6. Be good role models for the players and parents of your team.
7. Have a positive attitude and demonstrate sportsmanship to all.
8. Set high standards for your players including playing fair, showing sportsmanship and being respectful to opponents, teammates, officials and themselves.
9. Promote competition, teamwork and working hard. Teach them to compete to reach goals and not just winning the game.
10. Encourage parent involvement with their kids. Want and encourage them to practice skills learned at practice at home and have the parents teach them positive character traits they learn through the sport.
11. Concentrate on participant development over winning. Make it a point to try and help each player get better every practice and/or game.
12. Most of all, enjoy coaching the recreation activity to the kids and teaching them the skills and techniques to help them get better every day, as a player and as a person.

## LPR COACHING PHILOSOPHY

The Liberty Parks & Rec Department youth sports coaches are expected to provide a safe environment and positive learning experience for all participants. It should be the goal of the coach to teach the fundamental skills of sport while making the experience fun and exciting for all participants.

## BENEFITS OF COACHING

- Rewarding experience
- Giving back to the community
- Positive role model for a child
- If you have a child playing, you get to spend time with your child and their friends
- Teaching children life lessons that can be used beyond their playing days



## OUR MISSION

The Liberty Parks & Rec Department is powered by a team of dedicated professionals who are committed to community impact, improvement, and innovation. We believe that **creating community connections** by providing the highest quality parks, programs, services, and facilities is essential to a prosperous and healthy community.



LIBERTY PARKS & REC  
Liberty Community Center  
1600 S. Withers Road  
Liberty, MO 64068

**816.439.4360**

[www.libertymissouri.gov/LPR](http://www.libertymissouri.gov/LPR)

# STAY CONNECTED

[www.libertymissouri.gov/YouthSports](http://www.libertymissouri.gov/YouthSports)

to find more information regarding:

- League Schedules and dates
- Parent and Coach Resources
- Forms for Volunteer Coaches
- Upcoming league information and calendars
- Other Liberty Parks and Recreation opportunities

Also, find us on Twitter and Facebook to stay updated on what is happening around the City or Liberty and LPR Department.

## Staff Contacts

**Brittany Johnston**

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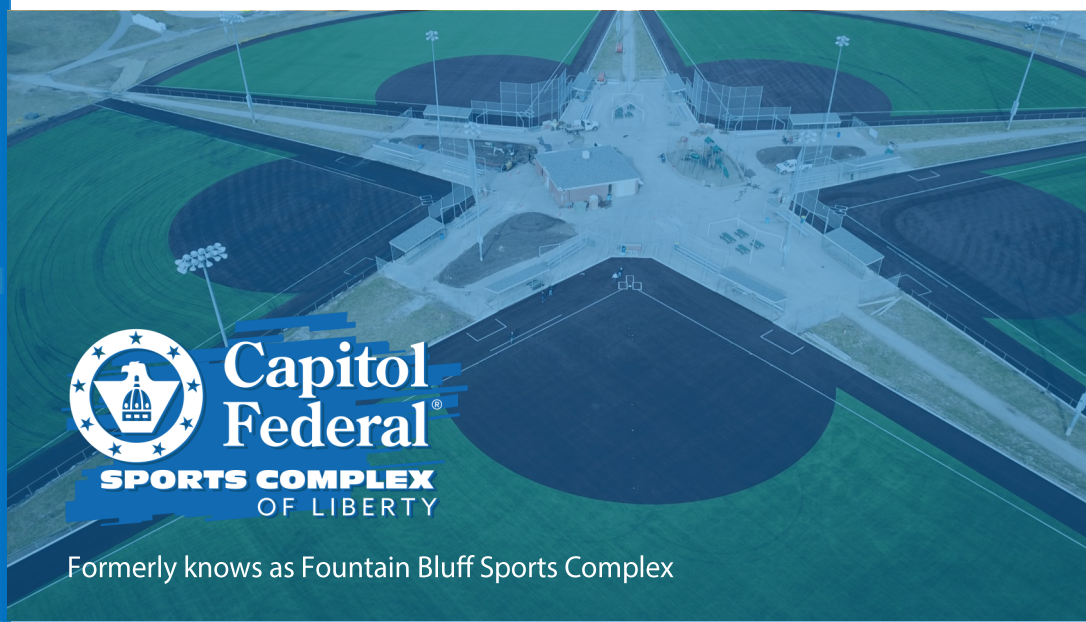
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## THANK YOU

Liberty Parks & Rec would like to thank all of our local League Sponsors for their continued support!



Formerly known as Fountain Bluff Sports Complex